

2006

C O N F E R E N C E

EMPLOYER ADVISORY COMMITTEE and VIRGINIA EMPLOYMENT COMMISSION—Partners Promoting Excellence in Virginia's Future



Hotel Roanoke
106 Shenandoah Avenue
Roanoke

You're Invited to Attend . . .

2006 Employer Advisory Committee Conference



**Thursday, September 21, and
Friday, September 22, 2006**

**Hotel Roanoke
106 Shenandoah Avenue
Roanoke, Virginia**

**Sponsored by:
Virginia Employment Commission
Employer Advisory Committee**

Agenda

Wednesday, September 20

6:00-8:00 p.m.
Reception (light refreshments)
7:00-8:00 p.m.
Conference Registration

Thursday, September 21

8:00-9:00 a.m.
Registration and Continental Breakfast
9:00-9:30 a.m.
Welcome and Opening Remarks
Dr. Richard Sindy, State EAC Chair
9:30-10:15 a.m.
The Honorable Patrick O. Gottschalk
Commonwealth Secretary of Commerce and Trade
10:15-10:30 a.m.
Break

In the city that has its own star, in the place where the mountains touch the sky, there is a conference that you must attend. Join us in Roanoke and learn about such current employment issues as *Employee Engagement—Considerations in Employee Retention*, *Reasonable Accommodations Under the ADA—How Far Must Employers Go Before They Incur Undue Hardships?*, *Is it Time To Revise Your Employee Handbook?* and more. Come prepared to hear nationally-known speakers, participate in professional development workshops, enjoy lively discussion groups, and still have time to network with friends and colleagues from around the state.

10:30 a.m. - Noon






Riding the Waves Without Getting Wet
Mike Hourigan

Noon-1:15 p.m.

Lunch

1:15-2:15 p.m.

Workshops (Choose One)

-  *Cost Management of Unemployment Insurance*
-  *Employee Engagement—Considerations in Employee Retention*
-  *Is it Time to Revise Your Employee Handbook?*
-  *Reasonable Accommodations Under the ADA—How Far Must Employers Go Before They Incur Undue Hardships?*
-  *So You Think You Understand the Family and Medical Leave Act?*

2:30-3:30 p.m.

Workshops (Repeat Sessions)

3:30-4:00 p.m.

Break



4:00-5:00 p.m.

"Regional Concerns and Issues—Lets Talk About Solutions"

5:00-6:00 p.m.

Free Time

6:00-7:30 p.m.

Reception (heavy hors d'oeuvres)

Friday, September 22

7:45-8:30 a.m.

Continental Breakfast

8:30-9:15 a.m.

Business Meeting

9:15-10:15 a.m.

Dee Esser, Commissioner
Virginia Employment Commission

10:15-10:30 a.m.

Break

10:30-11:55 a.m.

Freedom of Expression in the Workplace
Clinton Morris, Partner
LeClair Ryan Flippen Densmore

ADJOURN



Workshop Descriptions

Patricia Williams
Chief of Benefits
Virginia Employment Commission

Cost Management of Unemployment Insurance

An overview of the eligibility requirements that must be met in order for a claimant to receive benefits will be outlined. The employer will be taken through the claims process to include the methods of initial claim filing, completion of the employer's report of separation and wage information, the conducting of the fact-finding interview, the deputy determination, and charging to taxable and reimbursable employer accounts.

Robyn S. Ellis
Partner
Gentry Locke Rakes & Moore LLP

Is it Time to Revise Your Employee Handbook?

In this presentation we will review recent changes in federal and state law which may affect the wording of your employee handbook. We will also discuss provisions that all employee handbooks should contain, as well as topics that should be omitted from handbooks. Some sample policies will be provided.

Thomas R. Bagby
Thomas M. Winn
Attorneys-at-Law
Woods Rogers PLC

Reasonable Accommodations Under the ADA—How Far Must Employers Go Before They Incur Undue Hardships?

Employers increasingly are faced with requests by employees for reasonable accommodations under the Americans with Disabilities Act ("ADA"). This workshop will provide practical guidance on devising lawful employer reasonable accommodation strategies, including examples of the types of accommodations employers may be required to consider without creating undue hardships. The workshop will also offer tips for avoiding failure to accommodate claims under the ADA. The answers aren't always clear, but this session will be devoted to exploring the issue of personal liability of managers in employment litigation.

James K. Cowan, Jr.
Attorney-at-Law
LeClair Ryan

So you Think you Understand the FMLA?

This workshop will answer the following questions: Are you managing your employees' leave or is it managing you? How should you handle partial day absences, modified schedules, vague certifications, and your notice requirements? Do you have a "toolbox" for managing intermittent leave abuse? Can you juggle FMLA, ADA, and Workers' Compensation claims without dropping the ball? What are pro-active employers doing in 2006 to tame the FMLA beast?

Kathy Albarado
President
Helios HR-Energizing Your Workforce!

Employee Engagement—Considerations in Employee Retention

According to a recent study conducted by Right Management Consultants, 40% of workers feel dissatisfied and disconnected from their employers. About one out of every four workers merely show up to collect a paycheck. Two out of every three workers do not identify with or feel motivated to drive their employer's business goals.

The workforce is becoming increasingly disengaged. Kathy Albarado, President of Helios HR, will review the challenges in addressing a disengaged workforce and those techniques and considerations, which contribute to employee alignment, ultimately impacting retention. Come participate in this interactive presentation as we explore employee engagement and retention best practices.

Early Bird Conference Fee: \$125

Fee covers registration materials, two continental breakfasts, Thursday's lunch and evening reception. Payment with registration form must be received by September 15 deadline. Fee after this date is \$150.

The **CONFERENCE registration** deadline is
September 15, 2006.

The **HOTEL reservations** deadline is
August 18, 2006.

How to Register for Conference:

Please mail **registration form** and fee to:

Virginia Employment Commission
P. O. Box 1358
Attention: Robb Whippo,
Room 308A
Richmond, VA 23218

Or, use our convenient online registration form at **www.VaEmploy.Com**. (Be sure to mail your registration fee to the above address.)

Hotel Accommodations:

Please phone the Hotel Roanoke at 540-985-5900 or toll-free 866-594-4722. Be sure to request the VEC/EAC Conference room rate. *This rate is guaranteed only until the hotel's deadline of August 18.*

Directions to the Hotel Roanoke from I-81:

Take 581 South to Exit 5. Bear right as you exit onto Wells Ave. The hotel is on the left.

From Route 220 North – 220 North becomes 581 North. Take Exit 6, Elm Avenue. Turn left onto Elm Avenue and travel to the second light and turn right onto Williamson Road. Take Williamson Road to Wells Ave. (approx. 1½ miles). Turn left onto Wells Avenue, the hotel is on the left.

